

1/21/2005 3:25 PM

January 21, 2005

TO: Board of Selectmen, Sewer Commissioners

FROM: F. Dore' Hunter, Chairman

SUBJECT: Selectmen and Sewer Commissioners' Report

JANUARY 24, 2005

7:00 P.M.

I CITIZENS' CONCERNS

II SEWER COMMISSIONERS' BUSINESS

III PUBLIC HEARINGS & APPOINTMENTS

1. 7:01 **OPERATIONAL MINUTE** – The Town Manager will give the Board a brief update on various topics.
2. 7:03 **STATE HOUSE NOTES** – The Treasurer and Finance Director will address the Board concerning the enclosed materials.
3. 7:10 **NSTAR REBATE CHECK PRESENTATION** – Annemarie Walsh of NSTAR will be in to present the Town a check for energy conservation measures used in the construction of the Public Safety Facility, for Board consideration.
4. 7:15 **METROPOLITAN AREA PLANNING COUNCIL (MAPC)** – Marc Draisen, Executive Director of MAPC, will be in to speak with the Board concerning the enclosed materials.
5. 7:30 **LIQUOR LICENSE HEARING, O'NATURAL'S, CHANGE FROM FULL LIQUOR AS A COMMON VICTUALLER TO BEER AND WINE** – Enclosed please find materials in the subject regard, for Board consideration.
6. 7:40 **CLASS II USED CAR NON-DISPLAY LICENSE APPLICATION HEARING, 171 NEWTOWN ROAD** – Enclosed please find materials in the subject regard, for Board consideration.
7. 7:45 **COMMITTEE INTERVIEW, CHERYL LOWE, CONSERVATION COMMISSION ASSOCIATE MEMBER** - Enclosed please find Ms. Lowe's VCC Application and recommendation for appointment as an Associate Member of the Conservation Commission, with a term to end June 30, 2005, for Board consideration.
8. 7:50 **COMMITTEE INTERVIEW, JANET ADACHI, CONSERVATION COMMISSION ASSOCIATE MEMBER** - Enclosed please find Ms. Adachi's VCC Application and recommendation for appointment as an Associate Member of the Conservation Commission, with a term to end June 30, 2005, for Board consideration.
9. 8:00 **FAULKNER MILL SITE PLAN SPECIAL PERMIT / SPECIAL PERMIT, #09/24/04-399, 4 HIGH STREET** – (continued from January 3 meeting)
Enclosed please find materials in the subject regard, for Board consideration.

10. **8:30 COMMON VICTUALLER'S LICENSE, TEDESCHI'S FOOD SHOP, 75 GREAT ROAD** – Enclosed please find an application, along with Staff comments in the subject regard, for Board consideration.

IV SELECTMEN'S BUSINESS

11. **FY06 BUDGET/WARRANT DISCUSSION** – Enclosed please find materials in the subject regard, for Board consideration.
12. **OVERRIDE ELECTION** – Enclosed please find materials in the subject regard, for Board consideration.
13. **STREET ACCEPTANCE PROCESS** – Enclosed please find materials in the subject regard, for Board consideration.
14. **OPEN SPACE AND RECREATION COMMITTEE** – Selectman Ashton will address the Board concerning the enclosed communication.
15. **INTER-MUNICIPAL AGREEMENT** - Enclosed please find materials regarding the proposed Inter-Municipal Agreement with the Regional School District for Leary Field, for Board consideration.
16. **ARMED FORCES DAY** – Enclosed please find materials in the subject regard, for Board consideration.
17. **IL FORNO RESTAURANT** - Enclosed please find materials in the subject regard, for Board consideration. Enclosed please find materials in the subject regard. Chairman Hunter wishes to discuss issues related to the provision of Public Safety Services to the Westford portion of this project.
18. **WOODLANDS AT LAUREL HILL** – Enclosed please find materials in the subject regard. Chairman Hunter wishes to discuss issues related to the provision of Public Safety Services to the Westford portion of this project.
19. **OTHER BUSINESS**

V CONSENT AGENDA

20. **ACCEPT MINUTES** – Enclosed please find Minutes of the January 3, 2005 Selectmen's meeting, for Board consideration.
21. **FIRE ALARM REVOLVING FUND APPROPRIATION INCREASE** – Enclosed please find a request from the Fire Chief to increase the statutory limit for expenditures by \$30,000, for Board consideration.
22. **CLERICAL CORRECTION TO SITE PLAN SPECIAL PERMIT #11/18/98-366 PHASE II, ACTON ASSISTED LIVING** – Enclosed please find materials in the subject regard, for Board consideration.
23. **ONE DAY LIQUOR LICENSE REQUEST** – Enclosed please find a request from #5 Strawberry Hill Restaurant for a One Day Liquor License for Valentines Day, for Board consideration.

24. ONE DAY LIQUOR LICENSE REQUEST – Enclosed please find a request from the Le Le Lyonnais Restaurant for a One Day Liquor License for Valentines Day, for Board consideration.

25. ONE DAY LIQUOR LICENSE REQUEST – Enclosed please find a request from the Acton Barn Cooperative for a One Day Liquor License at the Church of the Good Shepherd for their fund raiser auction, for Board consideration.

26. SURPLUS EQUIPMENT – Enclosed please find a memo from the Municipal Properties Director seeking the Board's declaration of certain equipment as surplus, for Board consideration.

27. ACCEPT GIFT– Enclosed please find a request for acceptance of the following gifts for Winterfest 2005 at NARA Park:
Wachusett Mountain - 4 Community Spirit Day Tickets, valued at \$24.00 (Total)
Berkshire East Ski Resort - 2 lift tickets, valued at \$84.00 (Total)
Nashoba Valley Ski Area – Two Ski Lift Passes and two Snow Tube passes, valued at \$104.00 (Total)
JSP Cleaning Services – Sponsorship of the Chili Cook-off \$500 Contribution
Lowell Spinners – 8 Vouchers to Spinners Games, valued at \$36.00 (Total)

28. ACCEPT GIFT – Enclosed please find a request for acceptance of a donation of \$500 from Bonnie Geithner to be used at the Nashoba Brook Conservation Area in memory of her husband, Edgar, and their dog, Rudy, for Board consideration.

29. ACCEPT GIFT – Enclosed please find a request from Arthur Gagne, for acceptance of a donation of \$2,000 from the Acton Permanent Firefighters, Local 1904, for the Flag Pole Project at the Public Safety Facility, for Board consideration.

30. ACCEPT GIFT– Enclosed please find a request from Arthur Gagne, for acceptance of a donation of \$1,000 from the Acton Rotary Club for the Flag Pole Project at the Public Safety Facility, for Board consideration.

31. ACCEPT GIFT – Enclosed please find a gift certificate from NSTAR, for trees and shrubs, valued at \$1,000, for Board consideration.

VI TOWN MANAGER'S REPORT

32. MMA ANNUAL CONFERENCE REPORT – The Town Manager will brief the Board on his attendance at the recent MMA Annual Conference.

VII EXECUTIVE SESSION

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This IS NOT a complete Agenda.

Feb 7, Site Plan, 864 Main Street, TJ O'Grady Skate Park discussion, Sen. Resor and Rep Eldridge, Interviews for Planning Bd. Associates

Feb 28

March 14/28 – Street Acceptances, Dunham Ln. and Elm @Central

April 4

GOALS 2004-2005

1. Produce Morrison Farm Development Master Plan (Bob/Walter)
2. Improving Inter Board Communication (Dore')

GOALS carried forward

3. Monitor Labor Negotiations (Peter/Trey)
4. Improve Communication with Town Boards (ALL)
5. Revisit 2020 planning process for direction to make this process more beneficial towards implementation of long-term vision, and to get a first rough cut of what happens next year before school is out for the summer (Trey/Peter)
6. ALG process be used for purpose of Budget Planning for FY05 (Dore'/Peter)
7. Process Planning for "Life after NESWC" (Bob)
8. Joint IT process-organizational change (Walter/Dore')
9. Middlesex Pension Alternatives (Walter/Trey)